

SECRET

4 November 1977

MEMORANDUM FOR: Acting Deputy Director for Administration

25X1A

FROM : [REDACTED]
Acting Director of Personnel

SUBJECT : Office of Personnel Report --
Week Ending 4 November 1977

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1. (U) Minority EOD's: Minority Employment Coordinator, [REDACTED], reports that FY-1977 minority EOD's showed a 54% gain over FY-1976. Sixty black and Hispanic employees entered on duty in FY-1977 as compared to 39 in FY-1976. In addition, nine minority applicants entered on duty in October (6 black and 3 Hispanic) to start off the new Fiscal Year.

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2. (U) Recruiter's Room Burglarized: [REDACTED]

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[REDACTED]-based Recruiter, reported that his room was burglarized while he was on a recruiting trip in Albuquerque, New Mexico. His room was entered while [REDACTED] was asleep and his cash and credit cards were stolen as well as his driver's license. [REDACTED] was able to obtain additional funds as well as a temporary driver's license and he continued his recruiting trip.

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3. (U/AIUO) Retirement Activity: These figures depict total retirement activity for the period 10 August through 31 December 1977. The figures in the clear show totals. The figures in parenthesis represent persons who have opted for options of discontinued service or "involuntary" retirement; the figures in parenthesis are included in the total figure. Thus, of 173 persons to go by 31 December, 50 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	40 (21)	47 (15)	87 (36)
Signed to go	28 (9)	48 (3)	76 (12)
Not signed but appear definite	6 (2)	4 (0)	10 (2)

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May be downgraded to U/AIUO when eparated from classified attachment.

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4. (U) Hire the Handicapped: The Civil Service Commission's annual report on "Employment of Handicapped Individuals Including Disabled Veterans in the Federal Government" to Senate and House Committees included mention of the CIA's arrangements to use interviews in lieu of written tests for deaf applicants among the examples of significant achievements.

5. (U) Part-Time Employees: The Civil Service Commission has recently issued a report showing that, as of 30 April 1976, 1.9% of Federal permanent employees were part-time. The range was from 0.1% in the Air Force Department to 9.0% in the Veterans Administration. On 30 April 1976, the part-time employment in the Agency was 2.5% of the total strength. It is now 3.1%.

6. (U/AIUO) Combined Federal Campaign: As of 2 November 1977, Agency employees pledged \$201,381.00 for the Combined Federal Campaign. This is 70.1% of the Agency's goal. Approximately 37% of the pledge cards have not been returned.

7. (U/AIUO) Longshoremen's Strike: The Longshoremen's strike against the container ship lines on the East and Gulf coasts remains at a stalemate. At this time there is no indication of a settlement in sight. Currently there are 15 inbound shipments and one outbound shipment belonging to Agency employees which are being held up because of the strike.

8. (U/AIUO) Open Season: The annual open season for enrollment changes under the Federal Employees Health Benefits Program will be held 14 November through 9 December. Headquarters and Field notices on this subject have been forwarded for publication. The revised Association Benefit Plan brochures are scheduled to be received from Printing and Photography Division on 10 November. Other plan brochures will also be available for the "Open Season."

9. (U) Change in Federal Woman's Award Program: The Federal Woman's Award Program has presented awards to exemplary career women for 16 years. Nominations have been prepared by their respective offices, at our request, in anticipation of an invitation which has not been forthcoming. When we first inquired, the Civil Service Commission advised that there was a delay because the Program was being reviewed. We have now learned that the Program will not be held in 1977 and that if one is held next year, it will be changed considerably. We are notifying the nominating offices.

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10. (U/AIUO) Regulations and Notices: The following has been sent to Regulations Control Branch:

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- [REDACTED]
(a complete revision of this regulation).
- Headquarters Notice on Hiring Annuitants.

11. (S) Rehired Annuitants: See report attached at Tab A.

12. (U) President's Reorganization Project: Attached at Tab B is the letter from the President's Reorganization Project concerning the appreciation the Task Force has for the nature and sensitivity of the CIA mission.

COMING EVENTS:

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(1). (U) DDI Representative [REDACTED] and Office of Personnel Representatives [REDACTED] and [REDACTED] will attend a Minority Job Fair at the University of Michigan on 6 and 7 November. About 1,000 minority students are expected to attend.

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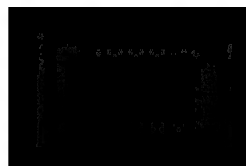
(2). (U) [REDACTED], Chief of the Language Learning Center, OTR, plans to attend a West Coast Language Conference in San Francisco during the week of 21 November in his search for a Slavic-Germanic linguistic specialist. Recruiter [REDACTED] will accompany him.

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(3). (U) The Office of Security plans to survey our [REDACTED] during the next two weeks.

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Attachments:

a/s

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(4 Nov 77)

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3 November 1977

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (31 October - 4 November 1977) (U/ATUO)

(S) The following rehired civilian annuitant cases were
approved for extension by the Acting Deputy Director for Administration:

DDA

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DDS&T

DDO

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- Independent Contractor, Confidential Correspondent, Office of Security, one-year extension.
- Independent Contractor, Confidential Correspondent, Office of Security, one-year extension.
- Independent Contractor, Office of Technical Service, one-year extension.
- Independent Contractor, SE Division, three-month extension.
- Contract Employee, contract extended through 14 November 1977.

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5	Let's include			
6	in weekly report			
ACTION		DIRECT REPLY	PREPARE REPLY	
APPROVAL		DISPATCH	RECOMMENDATION	
COMMENT		FILE	RETURN	
CONCURRENCE		INFORMATION	SIGNATURE	
Remarks: <p style="text-align: center;">Good news - ↓</p> <p>Called Frank and read it to him. He was pleased w/ content and the fact that they took the time to respond. ROR</p>				
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FROM: NAME, ADDRESS AND PHONE NO.			DATE	
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**PRESIDENT'S
REORGANIZATION
PROJECT**

WASHINGTON, D.C. 20503

Mr. F. W. M. Janney
Director of Personnel
Central Intelligence Agency
Washington, D.C. 20505

November 1, 1977

Dear Mr. Janney:

Our reorganization task force was pleased to receive your comments on PMP Option Paper Number Four: Federal Government Labor-Management Relations. We appreciate the nature and sensitivity of the CIA mission and in no way contemplate removing your exception.

In preparing alternative recommendations, we have carefully reviewed all comments, including yours. Now the overall Personnel Management Project is working to integrate the recommendations of all of the different Task Forces into an effective personnel reorganization proposal.

I want you to know that we are still working on this project. But meanwhile, I want to thank you for your help.

Sincerely yours,

A handwritten signature in black ink that reads "Chet Newland".

Chester A. Newland
Manager
Task Force on Labor-
Management Relations



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Director of Personnel
Central Intelligence Agency
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